



Town of Warren, Rhode Island

Town Hall • 514 Main Street • 02885

www.townofwarren-ri.gov

Planning Board

401-245-7343 • 401-245-0595 (fax)

MINOR Subdivision Checklist--Preliminary

Minimum of seven (7) Photostat or blue line prints are required for submission. The plan must be drawn to a scale no smaller than one inch equals forty feet (1" = 40'). Maximum sheet size is 36" long by 24" wide, unless otherwise approved by the Administrative Officer.

The following information must be shown on the plan or set of plans including any additional requirements as specified in the Warren Planning Board Rules and Regulations:

- Name of Subdivision.
- Name and address of owner(s.)
- Registered land surveyor/engineer stamp with original signature and date. Name, address, and phone number of surveyor/engineer clearly noted on plan.
- Certification of survey as required by the Procedural and Technical Standards for the Practice of Land Surveying in the State of Rhode Island.
- North Arrow and graphic scale.
- Tax Assessor's designation of land being subdivided.
- Boundary lines of the subdivision.
- Property lines of all lots abutting or across the street from the perimeter of the lot proposed to be subdivided.
- Names and addresses of all abutting landowners with plat and lot designation.
Include land separated from the subdivision by a street or right-of-way.
- Zoning district of subject parcel and all abutting properties.
- Existing and proposed including but not limited to:
 - streets, rights-of-way, lot lines, lot numbers, lot areas, lot areas, sidewalks, curbs, street lights, telephone poles, fire hydrants, stone walls
 - boundary monuments, easements, utilities, sanitary sewers, well and septic locations, storm water drainage, manholes, catch basins,
 - water courses, beaches, railroads, elevations regarding flood plain, wetlands, conservation areas, wooded areas, rock outcrops, cultivated land
 - trees, vegetation, soil types
 - any other significant physical features which may have an effect upon the development of the land, including such features on adjacent land.
- All existing and proposed building structures with building envelope (setbacks.)
- Bench Mark.
- All applicable dimensions and descriptions.
- Existing and proposed topography at intervals no greater than 2 feet.
- Parcels of land proposed for dedication to the Town of Warren, State of Rhode Island, or other public, quasi-public, non-profit, or homeowner's association.
- Location of all percolation test holes, (if applicable) indicated by the letter "P" with test hole numbers.
- Location of all ground water table determination test holes, (if applicable) indicated by the letter "W" with test hole numbers.
- Notation of proposed deed restrictions as required by the Planning Board.

Supporting Material

- Completed Application for Land Development or Subdivision.
- If applicant is not the owner then a signed letter from owner(s) authorizing the subdivision.
- Narrative of the overall plan of development for any remaining part of land proposed to be being subdivided.
- Detailed profiles of all proposed roads, storm-water and sanitary sewers, if such are planned, with description of types.
- Preliminary certification from RIDEM as to the suitability of the subsoil and adequacy of percolation and water table tests for the use of ISDS's, if such are planned.
- Written confirmation from the appropriate utility companies that they have reviewed and approve the proposed plans for the installation of sewer, water, electric, telephone, gas, or other utilities as may be proposed.
- CRMC information/approval.
- DOT Physical Alteration information/permit.
- DEM wetlands information.
- Drainage Plan/ Soil Erosion information.
- Names and addresses of all abutting landowners. Include land across any street from the perimeter of the property to be subdivided.
- Certification of the Tax Collector that all taxes due on the land to be subdivided have been paid for the period of five (5) years preceding the date of the administrative subdivision plat filing, and that there are no outstanding tax liens thereon.
- Comments/recommendations from the Public Works Director, Police Chief, Fire Chief, and any other Town officials, as appropriate.
- Application fee.
- This completed checklist.

NOTES/COMMENTS:
